

# Shaw's Truck Repairs Pty Ltd

## Drugs and Alcohol Policy

Shaw's Truck Repairs Pty Ltd acknowledges that drugs and alcohol are part of our society. These substances must not be permitted to jeopardize our employees' safe work performance and wellbeing whilst employed by Shaw's Truck Repairs. Shaw's Truck Repairs Drug and Alcohol Policy are designed to achieve this aim.

- All of Shaw's Truck Repairs employees must not be adversely affected by drugs, alcohol or other substances whilst at work.
- The consumption, possession, sale of illegal drugs by Shaw's Truck Repairs employees is prohibited whilst at work.
- When Shaw's Truck Repairs host a social function at any location the responsible consumption of low or non-alcoholic beverages will be encouraged. Under no circumstances will illegal drugs or substances be available.
- When Shaw's Truck Repairs employees are placed at client sites, they must comply with the client's drug and alcohol policies, procedures and practices.
- Shaw's Truck Repairs induction and OH&S programs will include an overview of the Drug and Alcohol Policy for employee awareness and understanding.
- Shaw's Truck Repairs reserves the right to administer appropriate drug and alcohol testing of all employees.
- Breaches of this policy can result in disciplinary action. Depending on the circumstances, such action may include termination of employment.

This Drug and Alcohol Policy is based on the following principles:

- The use of drugs and alcohol can negatively effect and impair an individual's ability to perform their work both safely and effectively; and
- Higher risks of injury, damage and loss occur through the use of drugs and alcohol by individuals, both on and off the worksite.

Peter Shaw  
Director